

1. Enter off of War Memorial Drive



2. Head down the driveway, if the roller shutter is down please press the intercom that is located on the right hand side.



3. Once security has answered, please identify yourself with them – Name/Company, what you are delivering and where is it going to.

4. Once security have permitted access into the venue, head down the driveway. You will see a receiving dock sign ahead of you, follow the driveway around to the right.



5. Once you have turned the corner drive straight until you see a **BLUE sign** on the right hand side saying Receiving Dock. Example below:



6. Now that you have arrived at the receiving dock, please park your car on the left hand side and inform our storeman what you are picking up or dropping off so that they can assist you.
***If dropping off please ensure you have used the delivery label provided by your Sales Executive



7. Once you have dropped all your equipment/ boxes off, please return to your car and start heading straight. You'll come to a black gate; **take a ticket** then turn right to exit the carpark. At the exit boom gates, enter the ticket into the machine to exit the car park.

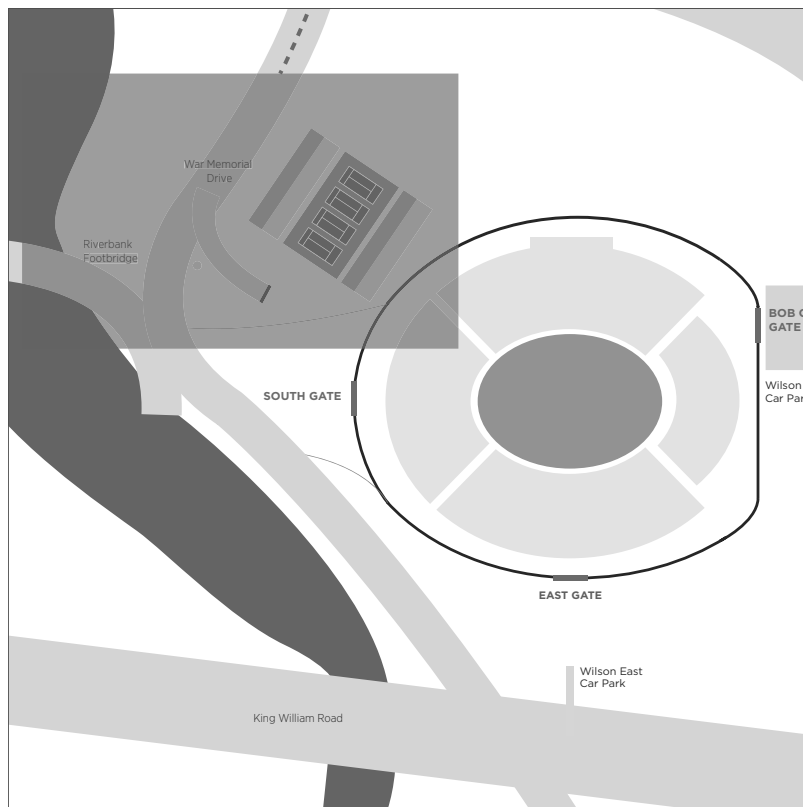


ADELAIDE OVAL GUEST COURIER & DELIVERY INFO

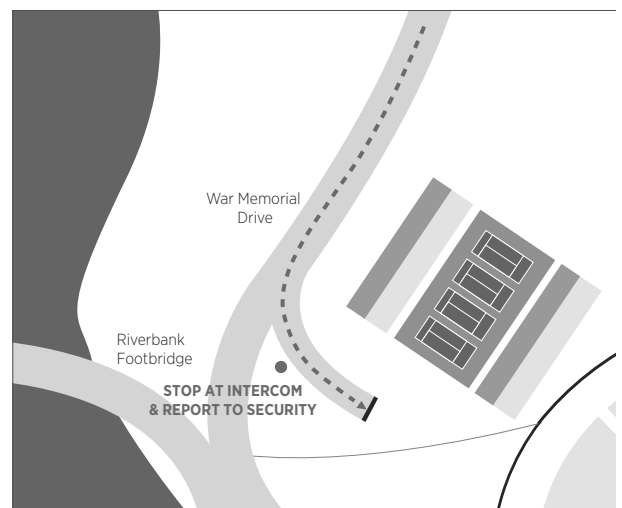
WELCOME TO ADELAIDE OVAL

All deliveries need to come via the Loading Dock between 7:30am to 3:30pm Monday - Friday (not including public holidays). Please enter off War Memorial Drive (past the Tennis Centre, take the slip lane on the left, approach the roller door, press the intercom button to our Security Office. Security will raise the roller door, then drive down to the Loading Dock. If you have any queries on the day please call Security on 8211 1199).

Once in the venue if you have any questions, your contact person will be our Event Supervisor contactable on 0455 500 690.



Courier & Delivery Procedure Basement (B2) Access



- Approach the Adelaide Oval via Montefiore Road turning into War Memorial Drive.
- Enter slip-lane in front of the Tennis Centre on War Memorial Drive and use the Intercom to contact Security. You will be directed down the ramp into the basement of the Adelaide Oval.

NOTE: The Adelaide Oval Basement is a shared traffic zone with a strict speed limit in place of 10 kph. Listen to the instructions given via security and when authorised to enter, exercise caution driving down the ramp. DO NOT ENTER WITHOUT AUTHORISATION.

DELIVERY DOCKET FUNCTIONS & EVENTS

ADELAIDE OVAL LOADING DOCK

Adelaide Oval Loading Dock

Please enter off War Memorial Drive, via South Gate

PH: 08 8205 4740

Function Name:

Date of Function:

Function Room:

Function Organiser Name:

BOX NUMBER OF

SENDER DETAILS

Contact Name:

Company:

Contact mobile:

Special Instructions:

Complete and secure this form to each parcel.

Items are left at owner's own risk. AOSMA is not responsible for, and may not be held liable by any person, for loss, theft or damage to any items left in storage or in the care of AOSMA in or around Adelaide Oval.